

OUTDOOR STAGES AND STAGE EQUIPMENT REQUIREMENTS

This document is intended to provide general guidance concerning the “spec” requirements for outdoor stages and stage equipment. Specs are now required for outdoor stages as well as stage equipment, unless the stage is less than 1000sq ft. Below, you will find a general overview of what specs are required for each type of stage or equipment being used for your event. Separate specs are required for the stage equipment and the stage itself.

STAGE SPEC REQUIREMENTS

- Diagram of stage including accurate measurements
- Weight capacity of the stage and whether it varies in different areas of the stage
- Anchoring/tie-down requirement (if applicable)
- Emergency Plan in the event that extreme weather should render your stage hazardous including information stating what the stage’s capacity is under such conditions. (e.g. max snow loads and max wind speeds)
- Name of the person responsible for assessing those conditions and implementing the Emergency Plan.
- If the stage is permanent (i.e. it has been there for 45 days or longer), you must submit the
- Construction Design Release for the stage.

PERMANENT STAGE EQUIPMENT REQUIREMENTS

(I.E. THE EQUIPMENT IS BOLTED/PHYSICALLY ATTACHED TO THE STAGE)

- Diagram of Equipment including accurate measurements
- Weight capacity (if applicable)
- Anchoring/tie-down requirements (if applicable)
- These specs must be stamped/signed by an Indiana engineer or architect
- Emergency Plan in the event that extreme weather should render this equipment hazardous including information stating what the equipment’s capacity is under these conditions (e.g. max snow loads, max wind speeds, etc.)
- Name of the person responsible for assessing those conditions and implementing the Emergency Plan.

REQUIREMENTS FOR TEMPORARY EVENT EQUIPMENT

STANDING UNDER 20FT TALL FROM THE SURFACE OF THE STAGE

- You may qualify for an exemption from submitting specs for temporary event equipment less than 20ft tall by creating a perimeter around your stage at a distance of at least 8ft + the height of the equipment (e.g. if your equipment stands 15ft tall, your perimeter would need to be 23ft away from the stage). This perimeter must be enforced on each side of the stage in which the public will have access by use of a barricade of some fashion. Questions concerning the nature of the barricade can be discussed with your inspector. The only people allowed inside the perimeter are workers or entertainers.
- In the event that you would prefer people to stand closer to the stage, you would must provide the same specs which we require for stages (the first set of requirements listed in this document with the exception of the CDR requirement)

REQUIREMENTS FOR TEMPORARY EVENT EQUIPMENT

STANDING OVER 20FT TALL FROM THE SURFACE OF THE STAGE

- The same information for this equipment is required for stages (with the exception of the requirement). See the “Stage Spec Requirement” section above.

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